



NCLIS

U.S. National Commission on
Libraries and Information Science

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**Meeting of the
U.S. National Commission on Libraries and Information Science
May 23-24, 2005
Washington, DC**

These minutes report actions and summarize discussions occurring at the Commission meeting. A verbatim transcript of the meeting is maintained at the Commission office.

Present on May 23

Commissioners: Beth Fitzsimmons, Chairman; Bridget Lamont, Vice-Chairman; José Aponte, Sandra Ashworth, Edward Bertorelli, Joan Challinor, Carol Diehl, Allison Druin, Jack Hightower, Patricia Hines, Steven Kennedy, Mary Perdue, Herman Totten, Carolyn Brown (for the Librarian of Congress), Mary Chute (for the Director of IMLS)

NCLIS staff: Trudi Bellardo Hahn, Executive Director

Consultant: Guy St. Clair

Opening Remarks: After calling the meeting to order at 9:14 a.m., Chairman Fitzsimmons welcomed everyone present. She asked everyone to introduce themselves. She then pointed out that the meeting over the following two days would focus on sharing past and current achievements and also on working on future plans and issues. The Chairman mentioned four major focus areas of the Commission: emergency preparedness, the role of libraries and health communication, adequacy and deficiencies of current library and information resources, and information dissemination concerning the relationship between school libraries and educational achievement. Other major subject areas are library services for the aging and international library and information science issues such as the role of libraries in the dissemination of HIV/AIDS information to citizens of developing countries. The task groups would be reporting their activities in these areas during the meeting.

Dr. Fitzsimmons also announced the appointment of Trudi Bellardo Hahn as the permanent Executive Director and the departure of staff members Bob Molyneux and Kathleen Lannon.

Agenda: The agenda was approved without any changes.

Approval of Minutes: The minutes from the January 20, 2005 meeting were approved without any changes.

The Commission then went into executive session from 9:21 a.m. to 10:43 a.m.

NCLIS Management Review Committee Motion: A motion that the Management Review Committee continue its work to focus on three areas—compensatory time issues and policy, reduction of administrative costs, and how best to carry out the NCLIS mission given tight finances.

Action: The motion was approved.

TASK FORCE REPORTS

Libraries and Health Communication Initiative

Commissioner Purdue spoke about the Health Award and why it was important to have this award to recognize libraries that encouraged healthy lifestyles. Ten prizes are planned to be announced in May of 2006—one \$20,000 prize and nine \$1,000 prizes. Ms. Purdue stated that the members of COSLA have agreed to find judges to select the winners for their states or territories. The goal is to have state winners selected by February 2006. A panel of Commissioners will narrow down the 50 winners to 10 libraries, out of which one would receive the top award of \$20,000 and the other nine would each receive \$1,000.

On May 2 a reception was held at the National Agricultural Library to honor the members of COSLA for selecting the 2004 winners and to announce the Health Award for 2006. Ms. Purdue and other commissioners as well as Mr. St. Clair spoke about how this event generated good publicity for NCLIS and NAL.

In May 2006, after the awards are announced, the ten awardees could present their programs in a symposium. NCLIS could then create a report or Web site using these libraries as model examples of how health information could be disseminated to the American people.

Resolution Recognizing Mary “Mitzi” Purdue

Chairman Fitzsimmons read and presented a resolution to Commissioner Purdue for all her work in initiating and supporting the goals of achieving health literacy and living health lifestyles for Americans.

Action: The resolution was approved unanimously.

Library Services for the Aging

Commissioner Ashworth reported on the ALA pre-conference and the White House Conference on Aging. She will serve as moderator at the ALA pre-conference entitled “Libraries’ Lifelong Learning Information on Older Adults.” The pre-conference comes as preparation for the White House conference in the fall. Ms. Ashworth spoke of NCLIS serving as a bridge connecting policy makers and stakeholders. In addition, she mentioned Alan Kleinman’s suggestion of holding a post-conference in 2006 that would explore the idea of bridging generations. Possible partners on this subject include the Robert Wood Foundation.

Emergency Preparedness Initiative

Commissioner Kennedy and Dr. Hahn spoke of a grant proposal for \$1.8 million that SLA submitted to DHS, which included roles for NCLIS and GPO, to develop a training program for depository librarians to teach local librarians about emergency readiness in case of terrorist attack.

Educational Achievement Initiative

Commissioner Druin’s report focused on three items:

- The School Librarian of the Year Award with the possible involvement of First Lady Laura Bush
- One-page summary linking educational achievement with school libraries. Commissioner Aponte shared it at the Laura Bush Foundation meeting in April
- A letter to Margaret Spellings of the U.S. Department of Education about linking No Child Left Behind with the importance of school librarians

The most important issue, however, is getting the word out about the importance of school libraries.

Appraisal/Assessment Initiative

Commissioner Aponte reported that the task force is still analyzing what exists to assess libraries’ value. He mentioned three specific projects or initiatives:

- GEOLIB is a Florida project focusing on demographics and how they relate to service
- IMLS is funding a study of the use of the Balanced Scorecard in public libraries
- Bertelsmann has a BIX initiative in Europe

The task force is also searching for best practices in assessment and publicizing the best assessment instruments.

International Information Issues

Commissioner Challinor commented on the NCLIS charge to go abroad to promote research and development activities that will extend and improve the nation’s library and

information management and extend essential links in the national and international communications and cooperative networks. She also reported three main items:

- Part of the money from ICSECA was used for a report on Cameroon by the consultant John Scott. Kendra Albright from the University of Tennessee is fleshing out Mr. Scott's case study.
- Ms. Challinor and Dr. Hahn will be attending IFLA in Oslo, Norway.
- In November, there will be a World Summit on the Information Society (WSIS). ICANN (International Cooperation for Assigned Numbers and Numerals) and Internet governance issues will be discussed.

Chairman's Report

Chairman Fitzsimmons spoke of a joint project between the University of Michigan and Google to digitize 7.5 million volumes in the next few years. She met with John Wilkin and Bill Goslin of the University of Michigan and proposed a national symposium in Ann Arbor that would help shape public policy relevant to the digitization project. The symposium is planned for March 10-11, 2006. Sponsored by NCLIS and the University of Michigan, the goal is to gather data and report to the President and Congress to further national policy. Dr. Fitzsimmons also spoke of several strategic partnerships:

- With First Lady Laura Bush on school libraries
- With the president of the AMA on consumer health issues
- With IMLS on policy issues
- With DHS on the joint grant
- With ProQuest and the University of Maryland College Park on the NCLIS Web site redesign
- With the Management Review Team.

Executive Director Report

Dr. Hahn's report focused on three major issues:

- Staffing—Bob Molyneux's position is still open; and Kathleen Lannon is retiring on June
- Web site redesign—A ProQuest staffer is volunteering her time to work with NCLIS on the redesign. The redesign focuses on aesthetic presentation as well as knowledge reorganization. October is the target date for rolling out the new site. Individual Commissioner biographies will be added to the site.
- Communicating with legislators—Dr. Hahn spoke about long-term strategies and handed out a list of member of the House and Senate Appropriations Committee and Subcommittees that handle the NCLIS budget so that the Commissioners can get to know the local constituencies of their elected Senators and Representatives in Congress. She also provided the Commissioners with a copy of an e-mail to Commissioner Aponte that outlines main topics that they should convey to Congress at the local level.

The meeting then broke for lunch.

SPEAKERS

Association for Research Libraries (ARL)

Prue Adler, Associate Executive Director for Federal Relations and Information Policy reported on strategic plans and updates in three areas—scholarly communications, information policies such as copyright and intellectual property, and the role of research libraries in teaching, learning, and research. An issue of concern is “orphan works,” which are copyrighted works whose owners are very difficult or impossible to locate. ARL is working with other organizations to come up with a solution or legislative fix to the problem. She mentioned Open Access as another issue and also discussed the move to electronic resources. ARL is investigating the possibility of digitizing their legacy collections as a preservation method.

Medical Library Association (MLA)

MJ Tooley, President-elect of the Medical Library Association spoke about the PubChem project, Open Access, and the high cost of scholarly journals. She also mentioned several consumer health projects such as Medspeak, the Top 10 Health Information Web Sites, and the Health Information Literacy outreach effort. Lastly, she described the Global Initiatives Task Force of Librarians without Borders who would serve as first responders in case of national disasters.

American Association of Law Libraries (AALL)

AALL’s Washington Affairs Representative, Mary Alice Baish, presented the organization’s strategic plan, which includes these areas:

- Access to government and legal information
- Copyright and intellectual property issues
- Privacy (of individuals in general and library users in particular) Issues

Ms. Baish highlighted two initiatives from the three topic areas. The first initiative involves authenticating and providing permanent public access to legal information such as primary legal materials produced at all levels of government, including the international level in some cases. This initiative not only provides permanent access but also serves as preservation of these materials. The big issue involves authentication and version control in legal information.

The second initiative deals with the role of public law librarians in providing access to citizens. AALL would also like to teach these librarians to use online resources. However, she mentioned that these libraries are facing a budget crunch.

American Library Association (ALA) Update on the 109th Congress

Emily Sheketoff, Executive director of the ALA Washington Office presented a legislative update:

- Thirty-seven senators signed a letter to the Senate Appropriations Committee asking for \$221 million for LSTA and \$100 million for Improving Literacy through School Libraries
- The E-Rate program, which pays for public library Internet access and is not part of the general revenue
- PATRIOT Act—ALA advocates for the sunset of the provisions scheduled to expire in December. There is little Congressional support for that; however there is bipartisan support for the Safe Act, a Senate bill which deals with patrons' privacy and meaningful Congressional oversight of law enforcement. ALA's goal is to guarantee patron privacy.
- Reauthorization for Workforce Investment Act—The Job Training Act of 2005—The language in that bill says that job-training funding can be used by public school libraries to purchase materials for these activities.
- Reauthorization for Head Start—Both the House and the Senate version of this bill acknowledge the importance of collaboration on literacy initiatives between Head Start programs and local libraries. ALA is hopeful that the legislation will allow libraries to receive reimbursement for these activities. Furthermore, if No Child Left Behind is reauthorized, ALA wants school library media specialists to be included.
- The results of the ALA study on Law Enforcement activity in libraries and the study on the Internet and public libraries will be released at the ALA Annual Conference on June 25.

Update on Institute of Museum and Library Studies (IMLS)-Funded Research

Ms. Mary Downs, Research Officer for IMLS, with Ms. Mary Chute, for the Director of IMLS, gave an update on research related to national information policies. Ms. Downs presented background on how IMLS and NCLIS missions differ in that IMLS is the federal grant-making agency and primary funding source for museums and libraries in the United States and its territories. IMLS' mission is to help libraries and museums better serve their communities.

Ms. Down discussed four primary categories of library support:

- Grants to state library agencies. COSLA, for example represents 78% of IMLS library appropriations

- National Leadership Grants—Librarians for the 21st Century is a Laura Bush initiative
- Native American support
- Native Hawaiian support

Ms. Downs also mentioned the work of the Director of Strategic Partnerships, Marsha Semmel, in finding organizations with which to collaborate. An example is Partnerships for a Nation of Learners, a collaborative effort with Corporation for Public Broadcasting.

Ms. Chute stated that IMLS is trying to bring a research agenda that works across the entire agency. Research is focused on these issues:

- Literacy, Early Learning, and K-12 Education
- Workforce Issues and Professional Development—Librarians for the 21st Century; 21st Century Museum Professionals
- Technology, Digitization, and Preservation and practice in these areas

Specific examples of programs include a grant given to the University of Pittsburgh for a study examining the behavior of online users and a cooperative agreement with the Indiana University at Bloomington on outcome-based evaluation. A two-year study at UNC-Chapel Hill will identify retirement and labor shortages in an investigation of the future of librarians in the workforce. Another special project involves a survey of the status of technology and digitization in the nation's museums and libraries. One survey took place in 2002; and the 2004 results will be finalized this summer.

IMLS also sponsors the Web Wise Conference—a conference on museums and libraries and the use of digital resources for education.

Ms. Chute gave a sampling of IMLS-sponsored conferences and publications. Conferences include the Center for Research Librarians on Preservation, Charting the Landscape, the 21st Century Learner and the Continuum Begins with Early Learning (focused on urban learning). She mentioned publications such as *Toward Equality of Access*, which studies the role of public libraries in access to digital resources, and *Sustaining Our Heritage*, which commemorates the 25th anniversary of the Museum Services Act. These publications discuss these key issues:

- Learning in libraries and museums
- Support for early learning, literacy, and lifelong learning
- Enhanced access through technology
- Sustaining cultural heritage and creating public value.

Council on Library and Information Resources (CLIR)

Nancy Davenport, President of CLIR, discussed its publishing program. The not-for-profit research think tank in library and scholarly communications publishes research creates action plans, and brings groups of people together at meetings. Its most recent publication, *Library as Place*, focuses on using libraries as teaching space, collaboration

space, and a place to connect people with technology and with other people that can guide them in its use. She also mentioned other publications such as *Business Planning for Cultural Heritage Institutions* and *Non-Subscription Side of Managing Periodicals and the Annual Report*. CLIR has also participated in preservation surveys and reports such as a survey of the state of audio collections in academic libraries.

Ms. Davenport also mentioned the following issues:

- What does moving 19th and 20th century bibliography into library and for-profit hands mean for national information policy or for libraries in their service delivery? What does it mean for predicting future needs?
- The agreement CLIR has with GPO. CLIR is an Open Access publisher. The Web site is free and printed copies are \$20.
- Work with library directors, architects, city planners to create a symposium and a publication on benchmarking success in renovating or building new library spaces
- A follow-up publication to the audio publication. This publication will focus on video and moving image collections in research libraries.
- Editing of a book for ALA: *Whole Digital Library Handbook*
- Commissioning a symposium focusing on next steps for CLIR's 50th anniversary
- Working with ethicists determine why the flu vaccine shortage happened
- American Studies Scholars—This group is working on the changing nature of the library in supporting digital scholarship and its dissemination and the role of the university press.
- The contract with the Library of Congress to assist them with the National Digital Information Infrastructure and Preservation Program. They are studying the library's role in creating partnerships in sustaining digital scholarship and preserving digital materials. CLIR is supervising three of the eight partnerships that LC has established.
- Mellon Dissertation Fellows Program—CLIR manages and administers the program for Ph.D. students working with primary sources.
- Gates Foundation—CLIR manages the million-dollar award given to a non-US library that provides exemplary service to their public by giving access to computer resources without charging fees.
- Frye Institute—a two-week institute focusing on people in higher education who want to move to the next level with their organization.

- Digital Library Federation. This is a partnership with CLIR which supplies personnel for the Federation and serves on the board.

Consultant Report and Press Releases

Mr. St. Clair explained his consultant role. He came from the management consultancy practice SMR to help the Commission prepare a draft strategic work plan, which was accepted in April 2004. This plan has been guiding the Commission's and the consultant's work. His other duties have been:

- Develop a communications plan and provide public relations services such as developing white papers, reports, and news releases
- Manage the Blue Ribbon Consumer Information Recognition Awards for Libraries project and the NAL reception
- Editorial, writing tasks, and support to the new Executive Director
- Prepare for the strategic plan review to take place the following day, which will prepare for the FY 2007 budget submission to OMB in September.

OLD BUSINESS. No old business.

NEW BUSINESS

2-1-1 Legislation/Proposal

United Way, the funding agency for 2-1-1, has been pursuing the information and referral concept on the federal level. Libraries should have a role in planning. The issue that has to be addressed is that of libraries' defined role in the drafting of 2-1-1 legislation.

ETHICS REVIEW

Marcia Sprague of the US Department of Education, Office of the General Counsel discussed ethics restrictions as a special government employee. She discussed:

- Do the ethics restrictions apply?
- Conflicts of interest
- Lifetime ban on returning to government in the same area you worked in at the Commission
- Fundraising
- Gift Acceptance

Ms. Fitzsimmons then passed around a form that all Commissioners had to sign. The session recessed at 5:09 p.m.

**Meeting of the
U.S. National Commission on Libraries and Information Science
May 24, 2005
Washington, DC**

Present on May 24

Commissioners: Beth Fitzsimmons, Chairman; Bridget Lamont, Vice-Chairman; José Aponte, Sandra Ashworth, Edward L. Bertorelli, Joan Challinor, Carolyn T. Brown (for the Librarian of Congress), Mary Chute, for the Director of IMLS; Carol Diehl, Jack E. Hightower, Patricia Hines, Stephen Kennedy, Robert Martin, Mary (Mitzi) Purdue, Herman Totten

NCLIS Staff: Trudi Bellardo Hahn, Executive Director; Madeleine McCain, Director of Operations; Kathleen Lannon, Kim Miller

Consultant: Guy St. Clair

Opening Remarks

After calling the meeting to order at 9:08 a.m., Chairman Fitzsimmons asked Ms. Lannon make an announcement concerning the per diem and salary forms. Ms. Lannon distributed those forms and explained that the commissioners were to submit them with their receipts for anything over their per diem rate.

Strategic Plan: Guy St. Clair, Facilitator

St. Clair opened the session by previewing how it would be conducted, and emphasizing that the discussion would be interactive, open, and transparent. As the group was already familiar with the NCLIS vision, mission, and values statements, these would not be reviewed at this time.

Funding is an overriding issue for all initiatives and priorities. In general, without external funding, activities are limited to those in which:

- Staff requirements are minimal
- We use Commissioners or other volunteers
- We refine and focus the message

NCLIS needs to

- Prioritize
- Find strategic partners
- Set time requirements
- Think short term (tactical) and long term (strategic)

When there is outside funding, NCLIS needs to be mindful of:

- Donor accounting
- Expectations of reporting
- Staff requirements for management of project and accounting

Miscellaneous general issues/strategies:

- EDS (Electronic Data System) is an example of a foundation we might approach.
- It is important to distinguish *product* vs. *résumé*. Product is what we actually accomplish or contribute or produce; resume is merely “showing up.”
- PR is important – no point in NCLIS doing things if nobody knows.
- Need to use professional “platforms”—e.g., ALA, PLA, SLA, AALL to make presentations about the work of NCLIS.
- NCLIS Communications Plan needs to include how the Commissioners can get the word out.
- How will external funds be solicited? How will they be managed? NCLIS needs grant writer and project manager.
- We need to produce our documents in print and on the Web site.

FY 2006 Initiatives

- Aging (White House Conference) (tactical)
- Health Care
- American Corners
- Digitization/Google
- Educational Achievement
- E-Rate
- Assessment
- NCLIS Web site

FY 2007 Initiatives

- Aging (strategic)
- Libraries & Health Communication
- Assessment

American Corners FY 2006

Lamont met recently with Cynthia Borys at the State Department. Another contact there is Ambassador James Collins, who served from 1997 to 2001 as the U.S. ambassador to the Russian Federation. He is one of America's leading authorities on Russia and Eurasia and on U.S. relations with Russia and that region.

This international initiative offers four possibilities for NCLIS involvement [note that State Department does not want *money* from us; they want a *relationship* and the *expertise* of the Commissioners]:

1. Digital teleconferencing. Commissioners could be speakers on programs targeted to American Corners librarians.

2. Speakers for State Department, Bureau of Information programs. State has funding to send individuals to American Corners library countries.
3. Special programs for outreach to youth. State Department feels that young people are the most open and receptive to learning about the United States.
4. Programs specifically for Iraq, Afghanistan, Thailand, and Indonesia.

Several Commissioners volunteered to participate: H. Totten, M. Perdue, S. Ashworth, J. Hightower, and J. Aponte

Funding Requirements:

- Staff time to manage communications with State Department
- Staff or Commissioners' time to develop message

Libraries and E-rate FY 2006

- Major activity: Commissioners and staff write letters

Ms. Fitzsimmons stated that she felt that the Commission needed to focus primarily on e-rate. Ms. Lamont suggested that NCLIS create a new letter to weigh in on the issue.

Digitization of Information and Role of Libraries FY 2006

- Report production
- Committee meeting

School Libraries and Educational Achievement FY 2006

- Need to promote the importance of school libraries
- Take direction from First Lady in re: school librarian awards
- If First Lady supports the idea, where will we get the money?

Chairman Fitzsimmons spoke for Dr. Druin of the Education task force. The focus of the initiative is the recognition of school librarians' importance in educational achievement and proposed a letter to Margaret Spelling of the Education Department concerning the relationship between No Child Left Behind and school libraries.

Libraries and Health Communication FY 2006

- Utilize volunteers to get some tasks done
- Need a project manager
- Funding is in place for celebration, cost of awards. Where will funding for forum come from? Funding for PR?
- Grant Management

Ms. Purdue stated that the forum and celebration were set for May 3, 2006. If the initiative were a success it would mean that more libraries would be providing consumer health information and inspiring others to provide consumer health information. Dr. Hahn mentioned that the Commission needed money for the forum and the related PR.

Emergency Preparedness FY 2006

- No financial implications

Mr. Kennedy discussed the white paper he is working on that will be a model for libraries' involvement in homeland security at the small state level.

Aging FY 2006

- Travel to attend ALA conference (June 2005) and White House Conference on Aging (December 2005)
- After the WHCoA, will there be a post-conference?

According to Ms. Ashworth, the objective of this task force is to identify opportunities for improving library and information services for aging and to support libraries' efforts to capitalize on senior knowledge and experiences. The task force has been looking for partners. Some possibilities include the AARP, Governors Associations, and the Rural Policies Institute. The Commission has a mandate to develop a position paper to be presented at the White House Conference on Aging.

Report Card on America's Libraries FY 2006

- Assessment instrument
- Appraisal Task Force (Aponte, Fitzsimmons)
- Need new Director of Statistics and Surveys

Mr. Aponte stated that the Assessment Task Force wants to assess the instruments of library assessment. The Director of Statistics and Surveys works with the Assessment Task Force.

University of Michigan Forum

Chairman Fitzsimmons discussed the Google forum and the role of state libraries. Michigan is going to fund the entire forum to be held on their campus. The Commission would be responsible for the expense of gathering the data from the forum, writing a report, and presenting it to Congress and the President. Because Ms. Fitzsimmons wants the Commissioners to attend the forum, another expense she mentioned would be that of holding an official Commission meeting at the forum.

Prioritization of Initiatives

Mr. St. Clair stated that the initiatives on aging and appraisal were statutory responsibilities. Other priorities mentioned were:

- Funding (Grant-writing and other fund-raising activities)
- Communications and Public Relations, and
- The Web site redesign.

Resolutions

The Commission approved motions to accept resolutions honoring Robert Martin and Kathleen Lannon.

The meeting adjourned at 11:50 a.m.